

ASHLAND CITY COUNCIL MEETING MINUTES

Tuesday, December 3, 2019 – 5:30 PM

Ashland City Hall Council Chambers

Please silence all cell phones during the meeting

1. CALL TO ORDER

The Tuesday, December 3, 2019 Ashland City Council meeting was called to order by Mayor Debra Lewis, in the Ashland City Hall Council Chambers at 5:30 p.m.

A. Roll Call

Roll call was taken, a Moment of Silence was held, and the Pledge of Allegiance was recited.

PRESENT: Matthew MacKenzie, Sarah Jackson, Kate Ullman, Ana Tochtermann (arrived at 5:32), Wahsayah Whitebird, Kevin Haas, Charlie Ortman, Liz Franek, Dick Pufall, Jackie Moore (arrived at 5:35)

ABSENT: Holly George (excused)

ALSO PRESENT: Mayor Deb Lewis, City Administrator Brant Kucera, City Clerk Denise Oliphant, City Attorney Tyler Wickman, Public Works Director John Butler, Planning Director Megan McBride, Finance Director Julie Vaillancourt, and other concerned citizens.

B. Moment of Silence

C. Pledge of Allegiance

2. APPROVAL OF AGENDA

Franek moved, seconded by Whitebird to approve the agenda as presented. The motion carried unanimously by voice vote.

3. APPROVAL OF MINUTES

A. November 19, 2019 Council and Committee of the Whole Meeting Minutes

Haas moved, seconded by Jackson to approve the minutes of the November 19, 2019 City Council and Committee of the Whole meeting minutes. The motion passed unanimously by voice vote.

4. CITIZEN PARTICIPATION PERIOD

The Clerk read the Rules for Citizen Participation, and the following offered their comments to the Council:

Donna Blazek, 222 Prentice Avenue, suggested that people put balls on ariels (on vehicles), and to have vehicles towed if they remain in the street during a snow emergency and plows are trying to clear streets. She also asked that citizens check on shut-ins after winter storms. She would also like Council to re-address fluoride in the City's water system, and offered to head a workshop in the Spring. She thanked the City road crew for clearing snow, Councilor Moore for helping her neighbor, Property Maintenance employee Christine Leubben for her work in town, and Megan for "everything you do".

5. MAYOR'S REPORT

A. Recognition of the Beauty Spot Award Winners

Mayor Lewis recognized those of the Beautification Committee who worked throughout the summer planting and maintaining the City's flower gardens and parks. She also awarded Beauty Spot awards to the AmericInn Hotel, Cobblestone Hotel, One-on-One Hair Design, Thrivent Financial, John and Denise Beirl, Bill and Gretchen Berg, Joni Chapman, and Cindy Nelson and Jeff Welty.

B. Announcements

Lewis offered her gratitude to the Public Works crew for the long hours worked over the past few days in response to the recent heavy snowfalls. She also thanked those who helped with the Tree Lighting Ceremony with special appreciation to Public Works employees Lance Osness and Chip Houle for keeping the tree upright through the strong winds, and to those who donated refreshments and their time to make the event a success. Lewis along with Kucera and Betsey Harries of AADC, were invited and toured H-Windows recently.

C. Appointment of 2020-2021 Election Inspectors and Special Voting Deputies (Clerk)

Tochterman moved, seconded by Moore to approve. The motion passed unanimously by voice vote.

D. Appointments

The Mayor recommended approval of the appointments as follows:

Board of Canvass

Carol Larson, reappointment,
Term Expires: January 1, 2022

Virginia Quay, reappointment,
Term Expires: January 1, 2022

Eric Erickson, reappointment,
Term Expires: January 1, 2022

Haas moved, seconded by Tochterman to approve. The motion passed unanimously by voice vote.

6. CONSENT AGENDA

A. Approve a Resolution to Designate the Official City Newspaper (*Clerk*) Voice

File No. 17540

B. Approve the 2020 Council and Committee of the Whole Meeting Calendar (*Clerk*) Voice

C. Approve a Resolution to Combine Wards and Establish the Polling Places for the February 18, 2020 Primary Election, the April 7, 2020 Spring Election, and the May 12, 2020 Special Election (*Clerk*) Voice

File No. 17541

D. Approve a Resolution to Designate Public Depositories (*Clerk*) Voice

File No. 17542

E. Approve to Reverse Emergency Declaration for Repairing a Valve in the South Clarifier at the Waste Water Treatment Plant per Wisconsin State Statute 62.15(1b) (*Public Works*) Voice

F. Approve an Ordinance to Amend Chapter 781 (1764), Ashland City Ordinances, Unified Development Ordinance (*Planning*)

File No. 17536

G. Miscellaneous Minutes

H. Operators' Licenses

The following individuals applied for an operator's license:

Ashley M. Bates
Ciji A. Jensen
Dylan J. Welty
Taylor E. White

Whitebird moved, seconded by Moore to approve all items of the Consent Agenda. The motion passed unanimously by voice vote.

7. NEW BUSINESS

A. **Public Hearing Regarding 2020 City of Ashland Community Development Block Grant Public Facilities (CDBG-PF) Project Application to Fund 6th Street East Reconstruction Project** (*Planning*) Roll

Moore moved, seconded by Whitebird to move into Public Hearing. The motion passed unanimously by roll call vote.

Planning Director McBride made it known that a Class II notice was posted in the City's official newspaper two times, posted at the Vaughn Public Library, Ashland County Court House, and at City Hall, as well as notices by mail to affected homeowners.

Donna Blazek, complimented McBride on her hard work on this project.

As no other Citizens wished to speak, Moore moved, seconded by Whitebird to end the public hearing. The motion passed unanimously by voice vote.

B. **Approve a Reserve Class B Combination Alcohol Beverage Retail license Application for Sanctuary Holdings LLC (Officer/Agent John C. White and Officer Geoffrey Gorres) for Chapel on Third Event Center, 620 3rd Street West, and Approve to Amend Chapter 922.40(g), Ashland City Ordinances: Failure to do Business** (*Clerk*) Voice

Pufall moved, seconded by Haas to approve the license and ordinance amendment. The motion passed unanimously by voice vote.

File No. 17537

C. **Approve Jessica L. Pergolski as New Agent for the Alcohol Beverage License Application for Anchor Islands LLC at 315 Turner Road, Ashland** (*Clerk*) Voice

Franek moved, seconded by Haas to approve the application. The motion passed unanimously by voice vote.

D. Review and Discussion of 2018 Audit by Baker Tilly (*Administration*)

Kimberly Shult, CPA of Baker Tilly was present to discuss the 2018 Audit. No action was taken by Council on this item.

E. Approve 2020 Property Insurance Carrier and Renewal Quote, and 2020 General Liability, Linebacker, Law Enforcement Liability, Data Compromise, Government Crime/Fidelity ISO, Business Auto, Workers Compensation and Commercial Umbrella Insurance Carrier and Renewal Quote (*Clerk*) Roll

Moore moved, seconded by Haas to approve to accept the insurance quotes as recommended. The motion passed unanimously by roll call vote.

F. Approve to Waive the Requirement Set Forth in Chapter 923.10, Ashland City Ordinances, and Approve the Mandatory Joint Powers Agreement between Ashland County and the City of Ashland for the Ashland County 911 Emergency System (*Police & Fire Departments*) Voice

Franek moved, seconded by Whitebird to waive the Chapter 923.10 requirement and approve the agreement. The motion passed unanimously by voice vote.

G. Approve Administration to Amend the Handbook Policy Related to Compensation, Vacation, and Over-Time (*Administration*) Voice

Franek moved, seconded by Whitebird to recognize Donna Blazek to speak to Council. The motion passed unanimously by voice vote.

Moore moved, seconded by Franek to approve the handbook amendment. Butler made note of a section that shows to be stricken that should not be.

Whitebird moved, seconded by Franek to again recognize Donna Blazek. The motion passed unanimously by voice vote.

The motion to approve to amend the handbook with the correction noted by Butler, passed unanimously by voice vote.

H. Approval to Allow the City Administrator to Approve a Financial and Payroll Software Updates and Enhancements Contract with Civic Systems, LLC (*Finance*) Roll

Haas moved, seconded by Whitebird to approve the Civic Systems, LLC contract, funded by Fund 100 and the Water and Sewer Utility Funds. The motion passed unanimously by roll call vote.

I. Approve a Resolution Accepting the Workmanship of Jake's Excavating & Landscaping, LLC and Approval of the Final Payment for the 2018 6th Street East Reconstruction Project (*Public Works*) Roll

Moore moved, seconded by Jackson to approve the resolution and final payment of \$2,936.04 to Jake's Excavating & Landscaping, LLC. The motion passed unanimously by roll call vote.

File No. 17538

J. Approve a Resolution to Accept the Workmanship of Ashland Construction, Inc. and Approval of the Final Payment for the 2019 Maslowski Beach Re-Design Green Infrastructure and Parking Lot Project (*Public Works*) Roll

Franek moved, seconded by Haas to approve the resolution and final payment of \$146,047.65 to Ashland Construction, Inc. The motion passed unanimously by roll call vote.

File No. 17539

K. Approve an Amendment to Existing Contract with WSP USA Inc. for Wetland Delineation Services on Timeless Timber Site (*Planning*) Roll

Tochterman moved, seconded by Ullman to approve the amendment. The motion passed unanimously by roll call vote.

L. Approve and Adopt Updated City of Ashland Waterfront Development Plan (*Planning and Parks*) Voice

Jackson moved, seconded by Haas to approve the Plan with amendments as discussed by McBride. The motion passed unanimously by voice vote.

M. Approve a Contract with iWorQ Systems for Permit Management Software (*Planning*) Roll

Moore moved, seconded by Whitebird to approve the contract for \$13,200 funded through Fund 245. The motion passed unanimously by roll call vote.

8. ADJOURNMENT

Whitebird moved, seconded by Moore to adjourn. The motion carried unanimously by voice vote.

Respectfully Submitted,

Denise Oliphant,
City Clerk

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